



BC HOCKEY JOB POSTING

BC Hockey, founded in 1919 and a member branch of Hockey Canada, is responsible for the governance and development of amateur hockey at all levels in the Province of British Columbia and the Yukon Territory.

Manager, Programs

BC Hockey is seeking a dynamic, self-motivated and effective individual to fill the position of Manager, Programs – Regional Office- North in a new northern office in Prince George. This full-time paid position duties are primarily focused on the following:

District Leadership and Support

- To manage resources / act as a resource centre for the North
- Promote BC Hockey opportunities
- Provide leadership and support with respect to hockey development standards
 - Initiation Program and cross ice development
 - Coach Mentorship
- Execute a Regional Development seminar(s)
- Lead Coach Development and Mentorship
 - Encourage MHAs to identify local coach leaders
 - Provide training seminar to MHA Coach Leaders to mentor all MHA coach personnel
- Assist District Association with meeting preparation and participation
- Coordinate District Registrar Training and Orientation seminar
- Supply administrative functions for BC Hockey Program Leaders (i.e. Divisional Task Group Members - Discipline, Operations, Championships, Relations/Communications; Program Delivery Group members) in the Northern District
- To bridge the gap between administrative procedures at the District and Branch level to avoid duplication of services and to clearly delineate responsibility
- Support Provincial and National Programs as required
- Support Team BC as required

Coach Certification Process Management (NCCP)

- Book, promote and assist with coordination of clinics
 - Facilitators
 - Resources





- Assist with Certification inquiries
- Provide professional development opportunities
- Mark Development 1 exams as required
- Assist with Evaluation Coordination (Development 1, High Performance 1)
- Create and deliver a regional plan to deliver Instructional Stream Clinics
- Recruit facilitators and skill instructors
- Facilitate a minimum one (1) we are coaches clinic (Female specific)

Officiating Program

- Assist with the coordination of HCOP clinics
- Assist with the coordination of supervisions
- Facilitate enhanced opportunities such as speaker series, hot stoves

Athlete Development

- Develop, coordinate, and deliver:
 - Elite Development Camps
 - Goaltender Skills Camps
 - Small Area Games Camps
 - Skills Camps
 - Developing Defensemen
 - Female specific events such as Jamborees
 - Try Programming – recruitment initiatives, Truth and Reconciliation
- Assist with Bantam, Midget Zone Programming as required
- Assist with Skating Skills programming (partnership with Can Skate)

Placement Requirements:

The Manager, Programs will have a University degree, or diploma with equivalent experience, specializing in Sport Management or other relevant discipline, supplemented by 5-7 years of experience as a Sport Administrator. Additionally, the successful applicant will demonstrate the following experience, skills and abilities:





- Strong knowledge of hockey programming at the local and provincial level
- High level of initiative and strong personal direction
- Excellent verbal and written communication skills
- Strong administrative skills
- Self -disciplined, ability to work with minimum direction
- Travel will be required
- Full-time position based in Prince George

Extent of Supervision:

Responsible to the Chief Executive Officer through the Director, Operations

To Apply:

Please send coverletter and resume to hr@bchockey.net

